

**MANSFIELD DOWNTOWN PARTNERSHIP
FINANCE AND ADMINISTRATION COMMITTEE
MEETING
TOWN HALL
COUNCIL CHAMBERS**

THURSDAY, JANUARY 23, 2014

3:00 PM

MINUTES

Present: Fran Archambault, Phil Barry, Matt Hart, Mike Kirk, Dave Pepin, Bill Simpson, Frank Vasington

Staff: Cynthia van Zelm; John Zaccaro (Partnership attorney)

1. Call to Order

Matt Hart called the meeting to order at 3:07 pm in Chair Tom Callahan's absence.

2. Approval of Minutes from December 19, 2013

Bill Simpson made a motion to approve the minutes from December 19, 2013. Mike Kirk seconded the motion. The motion passed.

Dave Pepin made a motion to go into executive session pursuant to the applicable provisions of the Freedom of Information Act, particularly Connecticut General Statutes sections 1-200 (6) (E) and 1-210 (b) (5), to receive commercial or financial information not required by statute and given in confidence by the Storrs Center Master Developer's representatives. Mr. Kirk seconded the motion. The motion was approved.

3. Executive Session pursuant to Connecticut General Statutes sections 1-200 (6) (E) and 1-210 (b) (5)

Present: Mr. Archambault, Mr. Barry, Mr. Hart, Mr. Kirk, Mr. Pepin, Mr. Simpson, Mr. Vasington

Also Present: Ms. van Zelm, Mr. Zaccaro

The Committee reconvened in regular Session.

Mr. Kirk left the meeting.

4. Review of DRAFT FY2014-2015 Budget

The Committee reviewed as revised draft FY2014-2015 budget as presented by Executive Director Cynthia van Zelm.

Mr. Hart suggested that the February meeting include looking into 1) the current contributions from the Town and UConn, 2) membership and other fees, 3) marketing duties of the Partnership staff vs. the Leyland staff.

The Committee will need to make a final recommendation to the full Board on the budget at its Committee meeting in February.

5. Update on Grants

The Committee tabled an update on grants until the next meeting.

6. Adjourn

Dave Pepin made a motion to adjourn. Phil Barry seconded the motion. The meeting adjourned at 4:15 pm.

Minutes taken by Cynthia van Zelm